



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

NOTICE

BOARD OF REVIEW MEETING MONDAY, MAY 17, 2021 AT 6:55 PM VIA ZOOM WEBINAR

**INTERACT FROM A COMPUTER BY GOING TO: <https://zoom.us/j/99409635000>
LISTEN-IN FROM A PHONE BY DIALING: 888-475-4499 | MEETING ID: 9940 963 5000**

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. Call to Order**
- II. Roll Call**
- III. Announcements**
 - A.** Open Book will be held on June 12, 2021 from 10:00am - Noon via email and telephone with Associated Appraisal
 - B.** The Assessment Roll is not completed at this time, and the Board of Review will adjourn until July 8, 2021 from 10:00am - Noon at the Village Hall Council Room
- IV. Adjournment**

Jackie Pankau
Village Clerk

It is possible a quorum of any governmental body of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Village Clerk's office in advance so the appropriate accommodations can be made.

Posted: 05/14/2021 5:00 PM

VILLAGE OF WILLIAMS BAY
Walworth County, Wisconsin

**OFFICIAL NOTICE OF 2021 OPEN BOOK
AND BOARD OF REVIEW MEETING**

NOTICE IS HEREBY GIVEN that the assessment roll for the Village of Williams Bay will be open for inspection during **Open Book on June 12, 2021, between 10:00 am to 12:00 pm** via telephone or email. At this time, we request that you conduct an Open Book session by phone or email with the assessor, rather than attending the Open Book in person. Please call the assessor during regular business hours (Monday – Friday, 8:00 AM to 4:30 PM). You may call any time, but no later than 3 days prior to the Board of Review to conduct your Open Book meeting by phone. If the assessor is not available at the time of your call, they will make every effort to return your call within 24 hours. You may contact the assessor by phone at 920-749-1995 or by email at info.apraz@gmail.com. Please provide your name, the Municipality in which the property is located, and the Tax Key Number from your assessment notice or tax bill.

NOTICE IS HEREBY FURTHER GIVEN that the Board of Review for the Village of Williams Bay, Walworth County, Wisconsin, shall hold its first meeting on June 12, 2021 for the purpose of calling the Board of Review into session during the 45-day period beginning on the 4th Monday of April, pursuant to 70.47(1), Wis. Stats. Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned until **July 8, 2021 from 10:00 am to 12:00 pm**, in the Williams Bay Village Hall Council Room, 250 Williams St., Williams Bay, WI 53191. Wisconsin law states, “Instead of appearing in person... the board of review may allow the property owner... to appear before the board, under oath, by telephone or to submit written statements, under oath, to the board” (Wis., Stats., 70.47(8)). Please contact the municipal clerk for more information on accommodations to file objections remotely by phone, or to file objections in writing.

Please be advised of the following requirements to appear before the board of review pursuant to Wis. Stats. 70.47:

No person shall be allowed to appear before the board of review, to testify to the board by telephone, or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to view the property.

After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact or provide information to a member of the board about the person's objection, except at a session of the board.

The board of review may not hear an objection to the amount or valuation of property unless, at least 48 hours before the board's first scheduled meeting, the objector provides to the board's clerk written or oral notice of an intent to file an objection, except that upon a showing of good cause and the submission of a written objection, the board shall waive that requirement during the first 2 hours of the board's first scheduled meeting, and the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48- hour notice requirement and failure to appear before the board of review during the first 2 hours of the first scheduled meeting.

Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the board of review within the first 2 hours of the board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days. The board may require objections to the amount or valuation of property to be submitted on forms approved by the Department of Revenue, and the board shall require that any forms include stated valuations of the property in question. Persons who own land and improvements to that land may object to the aggregate valuation of that land and improvements to that land, but no person who owns land and improvements to that land may object only to the valuation of that land or only to

the valuation of improvements to that land. No person may be allowed in any action or proceedings to question the amount or valuation of property unless the written objection has been filed and that person in good faith presented evidence to the board in support of the objections and made full disclosure before the board, under oath, of all of that person's property liable to assessment in the district and the value of that property. The requirement that objections be in writing may be waived by express action of the board.

When appearing before the board of review, the objecting person shall specify in writing the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the board of review, testify to the board by telephone, or object to a valuation if that valuation was made by the assessor or the objector using the income method of valuation, unless the person supplies the assessor with all the information about income and expenses, as specified in the assessor's manual under s. 73.03 (2a), Wis. stats., that the assessor requests. The Village of Williams Bay has an ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph that provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their officer or by order of a court. The information that is provided under this paragraph, unless a court determined that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1), Wis. stats.

The board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, surgeon, or osteopath that confirms their illness or disability. No other persons may testify by telephone unless the Board, in its discretion, has determined to grant a property owner's or their representative's request to testify under oath by telephone or written statement.

No person may appear before the board of review, testify to the board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board, or at least 48 hours before the objection is heard if the objection is allowed under s.70.47 (3) (a), Wis. stats., that person provides to the clerk of the board of review notice as to whether the person will ask for the removal of a member of the board of review and, if so, which member, and provides a reasonable estimate of the length of time the hearing will take.

Jackie Pankau, Village Clerk

Legal Notice (Class I publication)
Publish Thursday, May 27, 2021 Lake Geneva Regional News

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Walworth County, Wisconsin

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